

**RECORD FORMAT** (*Licensee data files*)

RE 776 (Rev. 8/2011)

**See pages 2 & 3 for further information.****RECORD LAYOUT FOR FIXED LENGTH FORMAT OF LICENSEE FILES EXCEPT MORTGAGE LOAN ORIGINATOR LICENSEES. SEE NEXT SECTION FOR MORTGAGE LOAN ORIGINATOR FILE RECORD LAYOUT.**

<i>Field Name</i>	<i>Field Length*</i>	<i>Beginning Position</i>	<i>Description</i>
Multiple_License_Ind	1	1	N = First (and possibly only) record for this licensee. Y = At least one other record for this licensee has already been written in this file.
LastName_Primary	40	2	Last name of a licensee if license_type is "Person" Primary name of a Corporation if license_type is "Corporation"
FirstName_Secondary	40	42	First name of a licensee if license_type is "Person" Secondary name of a Corporation if license_type is "Corporation"
Name_Suffix	5	82	Corporation does not have name_suffix_code
Lic_Number	8	87	Licensee's license number
Lic_Type	11	95	License_type is "Person" if licensee is a broker, salesperson or officer.
Lic_Status	12	106	Licensed (salesperson) in the employ of a broker; or (broker/corp.) business address on file; or (officer) affiliated with a corporation.  Licensed NBA: (salesperson) with no broker affiliation; or (broker/corp.) no business address on file.
Lic_Effective_Date	8	118	YYYYMMDD
Lic_Expiration_Date	8	126	YYYYMMDD
Rel_Lic_Number	8	134	For salesperson = Employing broker's license number For officer = Affiliated corporation license number For corporations = Designated officer license number
Empl_LastName_Primary	40	142	For Salesperson, this field contains employer's last/primary name
Empl_FirstName_Secondary	40	182	For Salesperson, this field contains employer's first/secondary name
Empl_Name_Suffix	5	222	For Salesperson, this field contains employer's name suffix code if there is any
OfficerLastName	40	227	For corporation, this field contains designated officer's last name For officer, this field contains the primary name of the affiliated corporation.
OfficerFirstName	40	267	For corporation, this field contains designated officer's first name For officer, this field contains the secondary name of the affiliated corporation if there is any
OfficerSuffixName	5	307	For corporation, this field contains the designated officer's suffix code if there is any
Rel_Lic_Type	11	312	For salesperson = Employing broker's license type For officer = Affiliated corporation license type For corporation = Designated officer license type
Address_1	40	323	Mailing address line 1
Address_2	40	363	Mailing address line 2, if applicable
City	40	403	City name
State	2	443	Two letter state abbreviation
Zip_Code	10	445	Five- or nine-digit zip code with a hyphen (-)
Foreign_Nation	30	455	Foreign nation name

Foreign_Postal_Info	20	485	Foreign postal information
County_Code	2	505	Two-digit county code
County_name	40	507	County name
Restricted_Flag	1	547	Y = License is restricted
Misc_Indicator	1	548	C = 18 month Conditional License
Ethics_and_Agency_Ind	1	549	Y = Requires only Ethics, Agency, Trust Fund, & Fair Housing continuing education on next renewal

**SORT ORDER**

If specific *zip codes* are requested, the file will be in zip code order (sorted on first five digits only) and then ID# order within zip codes.

If specific *county codes* are requested, the file will be in county code order and then ID# order within county codes.

All other files will be in ID# order.

**GENERAL INFORMATION**

Lists of non-confidential licensee information including name, mailing address, and other license information may be purchased in electronic format on CD only. Complete details regarding data available, price, format, how to order, etc., is provided in the order form entitled **Licensee File CD Request** (RE 775) available on the DRE Web site at [www.dre.ca.gov](http://www.dre.ca.gov).

Please note that licensee list files are *not* provided in a “label-ready” format. It will be the purchaser’s responsibility to import and process the data files using a software product of the purchaser’s choice. Department of Real Estate (DRE) staff will not be available to offer assistance in helping the purchaser import nor process the data files.

However, the DRE offers step-by-step guides for Microsoft Word, Excel and Access, which may be of help. These guides can be found on licensee lists CD’s or on the DRE website ([www.dre.ca.gov](http://www.dre.ca.gov)) , under the Licensees tab.

**RECORD LAYOUT FOR FIXED LENGTH FORMAT OF MORTGAGE LOAN ORIGINATOR LICENSEES**

<i>Column Name</i>	<i>Data Type</i>	<i>Data Length</i>	<i>Source</i>	<i>Description of Columns</i>
Lastname_Primary_Name	String	40	DRE	For DRE_LICENSE_TYPE of “Corporation” this column contains the first 40 characters of the Corporation name. For all other DRE_LICENSE_TYPES this column contains the last name.
Firstname_Secondary_Name	String	40	DRE	For DRE_LICENSE_TYPE of “Corporation” this column contains the remainder of the Corporation name up to 40 characters. For all other DRE_LICENSE_TYPES this column contains the first name. Optional for DRE_LICENSE_TYPE of “Corporation”. Required for all other DRE_LICENSE_TYPES.
Name_Suffix	String	5	DRE	The name suffix for persons. Examples: Jr, Sr, III
Address_Line_1	String	40	DRE	The first 40 characters of the licensee’s mailing address.
Address_Line_2	String	40	DRE	The remainder of the licensee’s mailing address up to 40 characters. Optional
City_Name	String	40	DRE	City name
USPS_State_Code	String	2	DRE	The United States Postal Service abbreviation for the US state.
Zip_Code	String	9	DRE	The United States Postal Service ZIP Code for the mailing address.
DRE_License_ID	String	8	DRE	The License ID number assigned by the CA Department of Real Estate (DRE) for the person or corporation.
DRE_License_Type	String	25	DRE	The type of license issued by the CA Department of Real Estate.

DRE_License_Status	String	25	DRE	The status of the license issued by the CA Department of Real Estate. "Licensed" means the licensee is authorized to perform acts for which a real estate license is required in California. Licensed salespersons must be affiliated with an employing broker in order to perform acts for which a real estate license is required. Brokers/corporations must maintain a California main office address to perform acts for which a real estate license is required. Licensed NBA means the license is in a non-working status. The licensee may not perform acts for which a real estate license is required in California. Salesperson reference for NBA is equivalent to 'No Broker Affiliation' and the broker/corporation reference to NBA is equivalent to 'No Business (current main office) Address'.
DRE_Expiration_Date	Date		DRE	The date the DRE license will expire. NMLS Endorsements are valid only for the calendar year in which they are issued.
NMLS_ID	String	30	NMLS	The unique identifier assigned to a MLO by the Nationwide Mortgage Licensing System & Registry (NMLS)
NMLS_Endorsement_Type	String	50	NMLS	The type of endorsement license issued to the MLO by the California Department of Real Estate
NMLS_Status	String	20	NMLS	The status of the NMLS Endorsement. "Approved" means the licensee has met all the SAFE Act requirements and is authorized to perform MLO activities. "Approved Inactive" means the licensee has met all the SAFE Act requirements, but is in a "non-working status" and does not have a sponsorship request approved in NMLS. Licensees whose MLO is in an approved-inactive status may not perform MLO activities.
NMLS_Entity_Type	String	20	NMLS	NMLS classifies persons or corporations into either entity type of either "INDIVIDUAL" or "COMPANY".
Sponsor_NMLS_ID	String	30	NMLS	The NMLS ID of the MLO's sponsor(s), when required and accepted, for the MLO. Optional.
Phone_Number	String	30	NMLS	The phone number provided NMLS
Sponsor_Name	String	81	NMLS	The NMLS name of the MLO's sponsor
Contact_Name	String	102	NMLS	If a NMLS Entity Type of "COMPANY", then the contact is provided.

#### OTHER NOTES ABOUT MORTGAGE LOAN ORIGINATOR LICENSEE FILE

- This list includes only DRE Licensee's who have a DRE license status of 'Licensed' or 'Licensed NBA'.
- This list includes only DRE Licensee's whose NMLS endorsement status is either "Approved" or "Approved Inactive".
- The NMLS classifies DRE Brokers that are working as a Sole Proprietorships to have an INDIVIDUAL endorsement and a COMPANY endorsement. Both will be of NMLS Endorsement Type "Real Estate Broker License". In the file there will be two rows for these MLOs; one with an NMLS\_ENTITY\_TYPE of "COMPANY" and one with an NMLS\_ENTITY\_TYPE of "INDIVIDUAL". Each will have a separate NMLS ID number assigned.
- DRE allows for licensee's to hold multiple "Officer" licenses. In this file for "Officer" licensee's the rows reported are only for those Officers who have an "Accepted" sponsorship for the corporation they are currently working for.
- The mailing address for the DRE\_LICENSE\_TYPE of "Officer" is the Corporation for which they work mailing address.
- In the table above the source column denotes where the data is derived. DRE denotes the data was provided from Department of Real Estate's database. NMLS denotes the data is from the NMLS database. The DRE data is valid from the time data request was run. The NMLS data can be up to 72 hours old.
- This data is only for MLOs who are licensed by the California Department of Real Estate and have an MLO endorsement license on NMLS by the California Department of Real Estate.
- All columns are required unless "Optional" is mentioned in the description above.
- The file presented is in Microsoft Excel format. (XLS)

For the most recent NMLS data, please go to the NMLS consumer access web site at: <http://www.nmlsconsumeraccess.org> (Use the NMLS ID or Sponsor NMLS ID for the most current information.)